

HOOSICK FALLS CENTRAL SCHOOL DISTRICT CODE OF CONDUCT FOR EXTRA-CURRICULAR ACTIVITIES

Hoosick Falls Central School understands that extra-curricular activities are a significant part of the educational process. The combination of academics and extra-curricular activities enhance the quality of students' lives and expands their options for learning and personal growth. Extra-curricular activities provide an educational opportunity in which students can learn essential life lessons beyond those that can be learned in an academic classroom.

The Code of Conduct of the Hoosick Falls Central School District for extra-curricular activities is intended:

- to encourage a healthy and safe lifestyle among all students who participate in extra-curricular activities;
- to help them to resist negative peer pressure;
- to ensure that as representatives of the school they are positive role models for other students;
- to ensure that they conduct themselves in a way that brings credit to themselves and their school;
- to provide a dynamic environment which promotes competitiveness, teamwork, and self-discipline; and
- to achieve co-operation among all participating students, their parents and school faculty, in acknowledging the importance of a Code of Conduct, and sharing responsibility for compliance.

INTRODUCTION

TO THE PARENT:

This material is presented to you because your son or daughter has indicated a desire to participate in extra-curricular activities of the school. While participation in extra-curricular activities provides a wealth of opportunities and experiences which assist students in personal development, it must be recognized that involvement in extra-curricular activities is a privilege.

A student who elects to participate in any of these programs is voluntarily making a choice of self-discipline and commitment. These are the reasons we place conditions on involvement, as the health and safety and welfare of students must be our first priority.

TO THE STUDENT:

As a participant in the extra-curricular activities of the Hoosick Falls Central School, you must undertake to act responsibly and demonstrate a commitment to follow established rules. By participating in extra-curricular activities to the best of your ability, you are contributing to the reputation of your school.

Because your mental and physical well-being is essential to your success, it is important that you remain drug-free. We are asking for your help and co-operation in achieving totally drug-free programs. Therefore, we are asking you to become an active part of the solution, not to become part of the problem. Your active participation in remaining drug-free throughout your activities at Hoosick Falls Central School will benefit the experience you will have.

In addition, the essential requirement for teamwork, the mental and physical challenges of training, rehearsals and competition, and the experience of winning and losing graciously and respectfully are important life lessons in every student's developmental experience. These lessons will serve students well into their future.

FULL YEAR POLICY

The rules governing the Code of Conduct apply to such students throughout **the year**, at school-sponsored and non-school-sponsored activities, whether on or off school grounds, and whether or not the student's particular sport or activity is in season. We are entrusted to educate and teach our students and to maintain clear and consistent boundaries for them. Out of season violations reported shall be investigated and consequences for violations shall be faced prior to future extra-curricular involvement.

PARTICIPATION IN EXTRA-CURRICULAR PROGRAMS

The Board requires equal opportunity for every student of the district. In every way possible this policy must communicate that each student has equal access to every program of the school and that those opportunities be non-exclusionary and fair for all to try out.

It is understood that elections, tryouts, and auditions are sometimes necessary for an activity whose number of participants must be limited. It is also understood that criteria for selection must apply to all candidates.

The Board recognizes the value of extra-curricular activities as an integral part of the total experience to all students of the district and to the community. Therefore, the Board of Education shall provide as many varied programs as is financially and practically possible.

The Chemical Health policy at Hoosick Falls Central School is in effect throughout the school year, in and out of season, on and off the field, in and out of uniform. There is a reason for this... we care about the welfare of our students. We also demand a commitment from you if you want to be involved in the extra-curricular activities at Hoosick Falls Central School.

ACADEMIC ELIGIBILITY

Students have a responsibility to fulfill academic expectations before they consider participation in extra-curricular activities. The education of students is the highest priority. To be eligible for extra-curricular activities, a student must maintain sufficient academic status, as outlined in the Hoosick Falls Central School Student Handbook. The academic eligibility requirements are applicable to all students in grades 7 through 12.

SCHOOL ATTENDANCE

In order to participate in or attend any extracurricular activities, students must arrive to first period by 7:40 a.m. and remain in school for the rest of the day.

In the event a student arrives to school after 7:40 a.m. without a written valid excuse from his/her parent/guardian, the student will be marked as an unexcused tardy. After three unexcused tardies (4 unexcused tardies), a student will not be eligible to participate in or attend extracurricular activities for that day. For each unexcused tardy after the three unexcused tardies allowed for the year, students will not be eligible to participate in or attend any extracurricular activities for that day.

Students who are excused early from school (Prior to 2:15 p.m.) must provide a written valid excuse from his/her parent/guardian. In the event a student leaves school with an invalid excuse written by his/her parent/guardian, the student will be marked as an unexcused early dismissal. After three unexcused early dismissals, a student will not be eligible to participate in or attend extracurricular activities for that day. For each unexcused early dismissal after the three unexcused early dismissals allowed for the year, students will not be eligible to participate in or attend any extracurricular activities for that day.

CONDUCT OF STUDENTS

A firm and fair policy of enforcement is necessary to uphold the regulations and standards of the school district. All stakeholders feel strongly that high standards of conduct and citizenship are essential in maintaining the integrity of all activities. The health, safety and welfare of the student, is a major consideration and transcends any other consideration. All students shall abide by a code of conduct, which will earn them the honor and respect that participation and competition in extra-curricular activities affords. Any conduct that results in dishonor to the student or the school will not be tolerated. Acts of unacceptable conduct, such as, but not limited to theft, vandalism, disrespect, immorality or violations of law, tarnish the reputation of everyone associated with the program and will not be tolerated. In the event that a student is arrested for a criminal offense, the athlete may be suspended from extra-curricular participation both in practice, rehearsal or competition if it is determined that the nature of that offense places the other members of the activity in jeopardy or may endanger their health, safety or welfare.

First and foremost, the use of alcohol by anyone under the age of 21 years of age is against the law. Marijuana is an illegal drug, punishable by criminal arrest and prosecution.

New York State Penal Law:

A person under the age of 21 is guilty of 'a minor in possession', a misdemeanor, if that person attempts to purchase, or is found in possession of alcohol.

Our message to all students is loud and clear and should be understood by all Stakeholders "NO USE".

This Code of Conduct spells out for all stakeholders, the clear and consistent boundaries of all extra-curricular activities. To be successful we must agree to these provisions, have a sound knowledge of them, understand them, and agree to them. They are the same for every student. There will be no exceptions to the consequences for those who decide to violate this code.

DRUG-FREE STATUS REQUIREMENT

All students are required to maintain a drug-free status in order to insure their continued and uninterrupted participation in their chosen activities and to insure health, safety and welfare. In order to protect our students, coaches and advisors are instructed to look for and recognize any signs or symptoms of violations of this required drug-free status. When a student is suspected of violating his/her drug-free status, the educator must follow the appropriate remedies and penalties for the offense. Hoosick Falls Central School will

offer on- going programs to educate all stakeholders as to the concerns and issues that our students face and the message for students will be clearly, “no use”. This will help us maintain a program of excellence.

PROHIBITED BEHAVIORS THAT CONSTITUTE CODE VIOLATIONS

PARTIES/PRESENCE AT PARTIES WITH DRUGS

If a student attends a party where alcohol or drugs are being illegally dispensed, the student must leave the party (as soon as a safe exit can be made) and report their attendance to a coach or administrator and parent/guardian before the end of the next day (leaving a detailed voice mail, text or e-mail is considered a report). A detailed report would include the following; party date/time, amount of time student was present, confirmation that parent of student was also notified by the student. Following these procedures exactly exonerates the innocent student assuming that the student is not frequently showing up at these parties or that there is no corroborative information to indicate otherwise. However, a student failing to report attendance will be judged to have been in possession or guilty by presence. **LEAVING MEANS LEAVING IMMEDIATELY AS SOON AS A SAFE EXIT CAN BE MADE**

PERFORMANCE ENHANCING DRUGS/ SUPPLEMENTS

A nutritional ergogenic aid is defined as any foodstuff or dietary procedure that either improves or is thought to improve physical performance. Although these compounds are easily available, they are unregulated and many either pose potential health compromising threats or dangers. The use of suspected or advertised ergogenic aids, including but not limited to creatine or other nutritional supplements may be detrimental. Due to the serious and potentially fatal effects of anabolic/ androgenic steroids and their related compounds, including hormone pre-cursors, the use of these products is strictly prohibited. They are also illegal to possess or distribute without medical documentation.

Specifically, the use of all anabolic steroids, diuretics and peptide hormones and analogues (HCG, ACTH and HGH) are to be avoided. The use of these drugs without a doctor-approved prescription and unsupervised administration represents a great risk to the student’s health and welfare. It should be further noted that possession of many of these drugs is a felony and holds the same legal penalties as possession of cocaine. In addition to the illegal use of these controlled substances, you must be warned that the use of the many “Pro-hormones” and Hormone Pre-Cursors that are legal and available without a prescription may also have significant health consequences for students and may cause the users to test positive for anabolic steroids. The health related effects of such substances can be lethal or permanently debilitating.

OVER THE COUNTER PAIN RELIEVERS AND ENERGY DRINKS

According to the HFCS Student Handbook, over the counter pain relievers (advil, ibuprophen, tylenol, etc.) are not to be in the possession of students at any time. Under certain circumstances described in the Handbook, the High School Nurse may dispense medications. Otherwise these medications should be administered by the parent or guardian. Coaches and advisors are to confiscate such medications and report the incident to the Athletic Director or to the Principal.

Energy drinks/gels (Red Bull, Amp, Full Throttle, etc.) are not healthy alternatives to water or Gatorade and they are not to be brought to school or to school events. Advisors and coaches are to confiscate such drinks/gels and dispose of them. Continued violation of this rule will result in more severe consequences for violators.

PRESCRIPTION DRUGS

Under certain circumstances described in the Handbook, the High School Nurse may dispense medications. Students are not to be in possession of prescription medication on campus or at school sponsored events. All prescription drugs need to be registered for use with the school nurse by a parent and/or guardian. Misuse of prescription drugs (possession or use without a prescription from a doctor) is considered a code violation.

CYBER IMAGE POLICY

Any identifiable image, photo, video, or posted on-line conversation which implicates a student to have been in violation of this Code of Conduct (including being in possession or in the presence of illegal drugs, illegal alcohol use, performance enhancing drugs, or tobacco use; out of character behavior or crime) shall be confirmation of a violation of the code. Since there is no way to establish a time frame for when or location of where the image was taken, it shall be a responsibility that the student must assume. It also must be noted that there may be persons who would attempt to implicate a student, by taking such images, to place them in a situation where they might be in violation of this standard. This is our rationale for demanding that our students not place themselves in such environments.

DIGNITY FOR ALL STUDENTS ACT (DASA):

Discrimination and harassment against any student by employees or students under DASA means prohibiting discrimination and harassment against any student by employees or students on school property or at a school function, that creates a hostile environment by conduct with or without physical contact and/or by verbal threats, intimidation or abuse, of such a severe nature that: (1) has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional and/or physical well-being; or (2) reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety. Such conduct shall include, but is not limited to, threats, intimidation or abuse based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practices, disability, sexual orientation, gender, or sex. No student, coach, volunteer or district employee shall plan, direct, encourage, assist or engage in any behavior which violates DASA statutes. Violations of DASA will not be tolerated and should be reported to the advisor, coach, athletic administrator, principal or other school administrator immediately.

BULLYING:

Bullying is aggressive behavior directed at another that is intentional and involves an imbalance of power or strength and can include physical acts (hitting or punching), verbal acts (teasing and name-calling), and intimidation through gestures or social exclusion. Acts of bullying will not be tolerated and should be reported to the advisor, coach, athletic administrator, principal or other school administrator immediately.

CYBER BULLYING:

Cyber Bullying is the repeated use of information technology, including e-mail, instant messages, blogs, chat rooms, pagers, cell phones, and gaming systems, to deliberately harass, threaten or intimidate others. Acts of cyber bullying will not be tolerated and should be reported to the advisor, coach, athletic administrator, principal or other school administrator immediately.

HARASSMENT:

Harassment means the creation of a hostile environment by conduct or by verbal threats, intimidation or abuse that has or would have the effect of unreasonably and substantially interfering with a student's educational performance, opportunities or benefits, or mental, emotional or physical wellbeing; or conduct, verbal threats, intimidation or abuse that reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety; such conduct, verbal threats, intimidation or abuse includes but is not limited to conduct, verbal threats, intimidation or abuse based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex. Acts of harassment will not be tolerated and should be reported to the advisor, coach, athletic administrator, principal or other school administrator immediately.

SEXTING:

Sexting is sending, receiving or forwarding sexually suggestive, nude, or nearly nude, photos through text messages or email. Acts of sexting will not be tolerated and should be reported to the advisor, coach, athletic administrator, principal or other school administrator immediately.

HAZING:

Hazing is defined as any activity that recklessly or intentionally endangers the mental health, physical health or safety of a student for the purpose of initiation or membership in or affiliation with a team or activity. Any hazing activity, whether by an individual or a group, shall be presumed to be a forced activity, even if a student willingly participates. Any form of initiation or harassment, known as hazing, as part of any school sponsored activity will not be condoned. No student, coach, volunteer or district employee shall plan, direct, encourage, assist or engage in any hazing activity. Suspected acts of hazing should be reported to the advisor, coach, athletic administrator, principal or other school administrator immediately.

CIRCUMSTANCES THAT REQUIRE IMMEDIATE SEVERE CONSEQUENCES

Certain circumstances may require immediate action in determining consequences for an apparent violation. In certain circumstances, the penalties for the violation may be much more severe and may be applied immediately by an administrator. The violation of your drug-free status is a serious action, but it may be amplified if the violation takes place in certain environments and would tend to support the necessity for an increased severity of penalties and lessening the chances for remedies. The following situations constitute some but not all of such circumstances:

The use of an illegal substance during a school related activity, at school or away, or during travel or, at any other time school increases your risk and to those around you. The use of such substances during participation of your activity in any manner **may** constitute an immediate suspension of a year or more, even for a first offense.

The use of an illegal substance during school is another example. Being under the influence of an Illegal Drug or Alcohol at school hinders your learning capacity and places yourself and others at an increased risk of injury.

The use or possession of Nicotine at school increases the severity of the violation. As a role model, you are often being watched closely by other students, who may decide to follow your example, whether it is good or bad.

The use of these substances, especially Illegal Drugs and Alcohol, during training session (even out of season training) in the weight room or other training facilities places you and those around you at greater risk of injury. The use of any prohibited substances during school or during any school function will not be tolerated. This includes not only school functions at Hoosick Falls Central School, but any function you attend at other schools as well.

CODE OF CONDUCT FOR EXTRA-CURRICULAR ACTIVITIES DISCIPLINARY SYSTEM

THREE TIERS OF CONSEQUENCES FOR PROHIBITED BEHAVIOR

The best possible option for consequences for behavioral problems or code violations is a three tiered consequence framework with the understanding that the severity of the consequences may be lessened or increased by an administrator. Within that framework however, no consequence will be greater or lesser than the minimum or maximum limits.

WHY THREE TIERS OF CONSEQUENCES?

It has been known in prevention theory and practices that zero tolerance policies are neither effective nor fruitful with teens. It is therefore our obligation as an educational institution, to offer options so that they might learn from mistakes they have made in the areas of chemical health violations at an age when these problems can be influenced in a positive way.

The primary goal of these options is:

- to place ownership of these violations with the student;
- to offer a process for change;
- to attempt to draw in the parents to participate in this process, and
- to give the student every possible opportunity to rectify such behaviors.

First Offense: A student will receive a 30% suspension from participation in an activity (to be determined by season or the duration of the activity). The student must take part in 5 educational student assistance sessions addressing the issues which have resulted in said consequences. At the first and fifth session, the student must be accompanied by a parent/guardian. At the second, third, and fourth session, the student may attend alone. Any recommendations or referrals by the counselor must be pursued by the student. Students must also address coaches/advisors and their peers, and re-sign the Code prior to resumption of participation in contests, competitions or evaluations. During this time the student must practice but may not suit, adorn special regalia, or compete. If an offense is established while an activity is inactive, the consequence will apply when the activity resumes.

Second Offense: The Student shall receive a 1 year suspension from the activity and a mandatory assessment by the student assistance counselor as described under first offense. After 6 months, the student's case will be examined to determine if the full year suspension may be shortened. The student must also address the coaches/advisors and peers, re-sign the Code, prior to resumption of participation in competition. During this suspension, the student may practice but may not compete.

Third Offense: The third offense triggers full expulsion form the activity for the rest of the students' high school career. The student will be referred for a substance abuse evaluation to a specific, qualified agency

EDUCATIONAL COMPONENT FOR CHEMICAL HEALTH VIOLATIONS

As a pivotal part of our consequences for chemical health violations, the student will be required to complete an educational program as part of the process that may lead to the resumption of participation in extra-curricular programs. If we fail to educate students when such violations occur, then we fail to help them learn from their mistakes.

STUDENT ASSISTANCE PROCESS

A violation of the Code requires administrative action and involves a STUDENT ASSISTANCE PROCESS. This process must be attended by the student and a parent or guardian. Parents must take parental responsibility for their child and be involved with the process. This helps insure that they are informed and aware of the nature of the violation and in full understanding that any future violations will result in greater consequences. The parent can also come to understand their role in helping their child learn a valuable lesson. Failure by a parent or guardian to comply will result in the student being able to practice or rehearse but not compete unless the process is complete. This process is educationally based and is patterned after the restorative justice model. This process shall include that the student will receive the following:

EDUCATION: an informative intervention seminar concerning the implications of use and the effect on physiological, psychological and social development, as well as discussion of harm reduction issues and personal and collective responsibility.

CORRECTIVE: come to an understanding that corrective measures are necessary in order to resume with extra-curricular activities, including a document of agreed to life style changes signed by the student.

RESTORATIVE: the student must address his/her peers and advisor or coach, and admit to the violation, show remorse and recommit to provisions of this CODE by resigning it in the presence of peers and advisor or coach.

Failure of any student to complete any part of the student assistance process will result in permanent suspension from any future involvement in extra-curricular activities.

Students under suspension

If for any reason a student is under in-school suspension or out-of –school suspension, the student may not participate in practices, rehearsals or competitions that day.

INVESTIGATIVE PROCESS

The following general procedures will occur if you are suspected of violating your drug-free status.

- Your principal, athletic director, coach or advisor will interview you as to the reason(s) for suspected drug free violations in an effort to confirm or refute the suspicion.
- There will be parental notification if the interview with you does not succeed in obtaining the confirmation or exoneration of the suspected violation.
- The principal or athletic director will further investigate through interviews with those who may be aware of violations first-hand, those who may have limited knowledge of the violations, or those who may be involved with such violations.
- If the evidence of a suspected violation is strong enough, in the opinion of the principal or athletic director, you may be asked to participate in random drug screening to confirm your drug free status. Testing may occur for the remainder of the current school year.
- Failure to comply with providing the results of such a test or submitting to the test will be considered, as far as remedies and penalties are concerned, a confirmation of a violation.
- Any and all allegations of violations of your drug-free status will be seriously addressed and investigated.
- The approved and appropriate remedies and consequences for the type of violation will be applied and enforced.

INVESTIGATION

Any individual or stake holder may choose to report a chemical health violation orally or in writing to the:

- Building principal
- Athletic Director
- Teachers
- Activity Advisor
- Coach
- Counselors
- Nurses
- Board member

All employees who receive violation reports concerning students must report such complaints to the Principal or the Athletic Director immediately. An investigation shall begin immediately to determine the nature of such allegations.

COOPERATION DURING INVESTIGATION

In the event that a student comes under investigation for possible violations to the provisions of this code, it is expected that:

1. the student be truthful
2. that the student be forthcoming with information
3. that the student not be deceptive or untruthful
4. that the student be cooperative

During the investigation of any alleged student violation the student must be truthful and forthcoming with information or the Principal and Athletic Director has within their power to impose a greater level of consequence if it is determined that the student has lied, been deceptive or untruthful prior to or after the determination of guilt and or consequences.

Failure to comply with the above conditions may result in full expulsion from extra-curricular activities for the duration of the student's future schooling career

SPECIAL CIRCUMSTANCES AND GREATER MAGNITUDE OF CONSEQUENCES

The three tier system may not apply in all cases. It should be noted that a single very serious incident or criminal act may result in as serious a consequence as permanent suspension from any future involvement in any extra-curricular activities.

The Administration has at their discretion the authority to impose consequences of greater magnitude if they feel the student shows no remorse, has not learned from said consequences, has not made corrective changes in behavior or is not willing to carry out restorative measures to redeem oneself.

Also, during the investigation of any student violation the student athlete must be truthful and forthcoming with information or the Administration has within its power the right to impose a greater level of consequence if it is determined that the student has lied, been deceptive or untruthful prior to or after the determination of guilt and/ or consequences.

WHAT CONSTITUTES CONFIRMATION OF A VIOLATION?

Confirmation of a violation of your drug-free status may be provided by, but not limited to, any one of the following:

- An admission by the offending student.
- A positive reading for a restricted substance on a medically conducted drug screening or test.
- A failure to provide the results of a medically conducted drug screening or test.
- A refusal to take a medically conducted drug screening or test.
- An abundance of circumstantial evidence with eyewitness support.
- An advisor's or coach's evaluation of signs, symptoms and/or actions demonstrated by the student that would support the reasonable conclusion of a violation with the support of other circumstantial evidence or any eyewitness support.
- A creditable eyewitness account.

CONFIRMATION OF VIOLATIONS

Once confirmation of a violation of your drug-free status has been obtained under the terms of this program, you will be subject to, but not limited by, the following disciplinary actions, consequences and process. These actions are uniform for all students. They are also not intended to replace or affect any additional disciplinary measures of each head coach or advisor. It is further understood that any specific program may elect to set a higher standard of conduct and include and adopt increased and/or additional disciplinary measures of more severe remedies and penalties if they so choose, but no lesser consequences shall exist than the provisions of this Code of Conduct.

WHAT CONSTITUTES EXONERATION?

Exoneration of a suspected violation of your drug-free status may be provided by, but not limited to, all or any one of the following:

- A negative reading for the in-question substance on a medically conducted drug screening or test.
- The absence of any creditable evidence, either circumstantial or eyewitness accounts, that support the allegation.

WHAT CONSTITUTES A NON-FINDING?

A non-finding in an investigation of a suspected violation of your drug-free status may be considered when it is agreed that no reasonable conclusion of guilt or innocence may be obtained in a timely fashion. As a part of the agreement of a non-finding, the student may be placed on a probationary status and subjected to

increase testing and verification procedures as to his/her drug free status. The terms of such probation are at the discretion of the administration.

SELF REFERRAL

Any student can at any time make a self-referral for a violation of the chemical health standards. This self-referral must be made prior to any investigation and must be made to the Principal or Athletic Director. The self-referral must be made prior to any investigation or reported allegations to the school authorities.

APPLICATION OF RULES FOR EACH ACTIVITY

Coaches and advisors will establish the manner in which the Code of Conduct and its established consequences will apply to each extra-curricular activity. These rules for individual activities must be explained to all participants and to parents fully at the start of each activity.

APPEALS PROCESS

Each student shall have the right to an informal hearing of a decision made by the coaching and/or administrative staff. It is preferable that problems be solved by the persons involved in the appeal.

ACKNOWLEDGEMENT OF RECEIPT OF EXTRA-CURRICULAR

CODE OF CONDUCT HANDBOOK

**PLEASE DETACH THIS PAGE AND RETURN TO YOUR
COACH/CLUB ADVISOR**

Parent/Guardians must understand and agree to the conditions for involvement for their son or daughter in order for them to participate in extra-curricular activities.

The parent(s) or guardian(s) shall read all of the enclosed material and acknowledge understanding of the participation eligibility rules and policies. The parent(s) or guardian(s) shall sign and return the Responsibility Acknowledgement Agreement to the Activity Advisor or Coach prior to participating in activities.

Thank you for your cooperation and support. Students may not participate in extra-curricular activities until this form is signed and returned to your advisor or coach.

I have read the Hoosick Falls Central School Code of Conduct including the rules, regulations and policies. I fully understand its meaning and consequences and support its enforcement by persons responsible.

STUDENT NAME (please print)

SIGNATURE OF STUDENT

DATE

SIGNATURE OF PARENT OR GUARDIAN

DATE